



## David Douglas School District #40 Classified Job Description

### **SCHOOL BUS DRIVER - CERTIFIED**

Schedule: 4 hours per day / 9 months per year  
Class: 13, starts at \$17.91 per hour (Training \$14.50 per hour)

### **POSITION PURPOSE**

To transport students safely to and from school and to make special trips for student activities and/or for special needs students.

### **NATURE AND SCOPE OF RESPONSIBILITIES**

- Operate school buses to transport students to and from school on regular daily runs, special activities and field trips both within and outside the district.
- Exercise sound judgment in driving in varying weather conditions, on all types of roads, and in changing traffic situations.
- Follow route sheets issued by the Transportation Office to all pickup and drop off points.
- Maintain student discipline on the bus and write referrals on students as needed.
- Maintain records, such as student counts and bus mileage.
- Complete a thorough vehicle inspection and pre-trip daily.
- Fuel the bus and contact the bus garage when repairs are needed.
- Attend monthly driver's meetings to discuss changes and concerns.
- On occasion, attend district meetings with parents and advise on procedures used by the district.
- Conduct training for students in proper procedures for evacuating the bus.
- Perform other duties, as assigned

### **QUALIFICATIONS**

- Be able to possess an Oregon Commercial Driver's License and State of Oregon Department of Education School Bus Drivers Certificate
  - The District will provide pre-certification student bus driver training to qualified applicants
- Have a good driving record
- Attend a variety of training classes with a minimum of 8 hours each year, as part of an Oregon continuing education requirement
- Ability to follow road maps and route sheets
- Ability to maintain student discipline on the bus
- Ability to work harmoniously with others and to communicate effectively and appropriately with students, parents, and staff
- Ability to project a pleasant manner and relate well with others
- Hold a valid First Aid Card (Certificate for First Aid will be provided during training)

## **ESSENTIAL PHYSICAL REQUIREMENTS**

Must be in good physical condition and able to meet all of Oregon Department of Education requirements such as listed below but not limited to:

- Ability to drive a variety of school buses.
- Ability to lift and move children off bus, e.g. when injured, sick, disabled, or in the case of an emergency.
- Ability to observe and contain unruly students.
- Meet visual, hearing and physical requirements to qualify for an Oregon Driver's License and an Education School Bus Drivers Certificate.
- May not have impediments or conditions which would interfere with safe driving.
- Qualify for a School Bus Driver Medical Certificate.
- Ability to climb on bus to check fluid levels and fuel bus
- Ability to exit from rear of bus in an emergency (42" off the ground)

**Note:** The Oregon Pupil Transportation Manual contains OAR 581-053-0006 with a more detailed description of the physical requirements for bus drivers. It further states that "In cases of serious illness, injury or change in physical or mental condition which may impair ability to fulfill the duties and responsibilities of a school bus driver as required in OAR 581-053-0015 and those described in this rule, re-examination and medical approval are required prior to resumption of driving."

It is DDSD practice that drivers returning from a serious illness, or medical leave, and all new hires, pass fitness for duty testing administered by a licensed DDSD 'Behind the Wheel' Trainer and/or a licensed medical facility selected by the District. Tests will include:

1. 125 lb. body drag: Requires ability to drag 30 feet in 30 seconds.
2. Climb and descend three steps with a maximum step height of 17-1/2 inches.
3. Exit bus emergency exit that is at least 42 inches off the ground in 10 seconds.
4. Simulation of opening emergency exit door on the roof of the bus.

### **David Douglas School District Drug Testing and Criminal Background check**

Per district policy all offers of employment shall be contingent upon the successful passing of a district required drug test and criminal background check. David Douglas School District's Human Resources will designate where and when the testing will be conducted. The offer of employment will be withdrawn from candidates who test positive for drugs.